

RECORD FORMAT (*Licensee & Examinee data files*)

RE 776 (Rev. 12/19)

See pages 2-4 for further information.

GENERAL INFORMATION

Please note that licensee/examinee list files are provided at no charge in Excel format. It will be your responsibility to import and process the Excel files using a software product of your choice. Department of Real Estate (DRE) staff will not be available to offer assistance in helping you import nor process the data files.

RECORD LAYOUT FOR FORMAT OF EXAMINEE FILE

<i>Column Name</i>	<i>Data Type</i>	<i>Data Length</i>	<i>Description of Columns</i>
Examinee_Name	String	88	Examinee's name.
Firstname_Name	String	40	The first name of examinee.
Lastname_Name	String	40	The last name of examinee.
Name_Suffix	String	5	The name suffix for persons. Examples: Jr, Sr, III.
Address_Line_1	String	40	The first 40 characters of the examinee's mailing address.
Address_Line_2	String	40	The remainder of the examinee's mailing address up to 40 characters. (optional).
City_Name	String	40	City name.
USPS_State_Code	String	2	The United States Postal Service abbreviation for the US state.
Zip_Code	String	9	The United States Postal Service ZIP Code for the mailing address.
Examinee_Type	String	11	Denotes the type of examination application submitted.

RECORD LAYOUT FOR FORMAT OF LICENSEE FILE

<i>Field Name</i>	<i>Field Length*</i>	<i>Description</i>
Multiple_License_Ind	1	N = First (and possibly only) record for this licensee. Y = At least one other record for this licensee has already been written in this file.
LastName_Primary	40	If the Lic_Type is "Corporation", then this field holds up to the first 40 characters of the Corporation name. For the other Lic_Types, it holds the licensee's last name.
FirstName_Secondary	40	If the Lic_Type is "Corporation", then this field holds the remaining characters for the Corporation name not in the LastName_Primary field. For the other Lic_Types, it holds the licensee's first name and if available middle name or middle initial.
Name_Suffix	5	The name suffix for persons. Examples: Jr, Sr, III. Corporation does not have name_suffix_code
Lic_Number	8	Licensee's license number
Lic_Type	11	Denotes the type of license held. This can be "Salesperson", "Broker", "Officer" or "Corporation".
Lic_Status	12	Licensed (salesperson) affiliated to a responsible broker; or (broker/corp.) business address on file; or (officer) affiliated with a corporation. Licensed NBA: (salesperson) with no broker affiliation; or (broker/corp.) No Business Address on file.
Lic_Effective_Date	8	YYYYMMDD
Lic_Expiration_Date	8	YYYYMMDD
Original_date_of_license	8	YYYYMMDD – The date the licensee was first licensed with that type of license
Related_Lic_Number	8	For salesperson = Responsible broker's license number For officer = Affiliated corporation license number For corporations = Designated officer license number

Related_LastName_Primary	40	This field contains the related license type last name or primary name
Related_FirstName_Secondary	40	This field contains the related license type first name or secondary name
Related_Name_Suffix	5	This field contains the related license type name suffix
Related_Lic_Type	11	For salesperson = Responsible broker's license type For officer = Affiliated corporation license type For corporation = Designated officer license type
Address_1	40	Mailing address line 1
Address_2	40	Mailing address line 2, if applicable
City	40	City name
State	2	Two letter state abbreviation
Zip_Code	10	Five- or nine-digit zip code with a hyphen (-)
Foreign_Nation	30	Foreign nation name
Foreign_Postal_Info	20	Foreign postal information
County_name	40	County name
Restricted_Flag	1	Y = License is restricted
Ethics_and_Agency_Ind	1	Y = Requires only Ethics, Agency, Trust Fund, & Fair Housing continuing education on next renewal

OTHER NOTES ABOUT THE LICENSEE FILE

- The fields with names starting with “Related” will not necessarily be populated.
- If the license status (lic_status) is “Licensed” these fields will refer to the “related” license as follows:
 - Salespersons: Their responsible broker. This could be either a Broker licensee or Corporation licensee.
 - Officers: The Corporation licensee with which the Officer is affiliated.
 - Corporations: The designated Officer licensee for the corporation.
- The related_lastname_primary, related_firstname_secondary, related_name_suffix fields hold name data for the related licensee.

RECORD LAYOUT FOR FORMAT OF BROKER-ASSOCIATE LICENSEE FILE

<i>Column Name</i>	<i>Data Type</i>	<i>Data Length</i>	<i>Description of Columns</i>
RB_LICENSE_ID	String	8	The DRE license ID of the responsible broker.
BA_LICENSE_ID	String	8	The DRE license ID of the broker-associate.
AFFILIATION_START_DATE	Date		The date the broker-associate affiliation was started.
RB_NAME	String	88	The name of the responsible broker.
RB_ADDRESS_LINE_1	String	40	The first part of the responsible broker's mailing address.
RB_ADDRESS_LINE_2	String	40	The second part of the responsible broker's mailing address (optional).
RB_CITY	String	40	The city name of the responsible broker's mailing address.
RB_STATE	String	2	The state of the responsible broker's mailing address.
RB_ZIP_CODE	String	9	The ZIP code of the responsible broker's mailing address.
RB_LICENSE_TYPE	String	25	The license type of the responsible broker.
BA_NAME	String	88	The name of the broker-associate.
BA_ADDRESS_LINE_1	String	40	The first part of the broker-associate's mailing address.
BA_ADDRESS_LINE_2	String	40	The second part of the broker-associate's mailing address (optional).

BA_CITY	String	40	The city name of the broker-associate's mailing address.
BA_STATE	String	2	The state of the broker-associate's mailing address.
BA_ZIP_CODE	String	9	The ZIP code of the broker-associate's mailing address.

OTHER NOTES ABOUT THE BROKER-ASSOCIATE LICENSEE FILE

- The file presented is in Microsoft Excel format. (XLS).
- Only current broker-associate affiliations are included.
- BA_NAME is in the following format: Last name, First name.
- RB_NAME format for RB_LICENSE_TYPE of Broker is: Last name, First name. Otherwise the name is the Corporation name.
- A Broker-Associate can affiliate with more than one responsible broker.

RECORD LAYOUT FOR FORMAT OF MORTGAGE LOAN ORIGINATOR LICENSEE FILE

<i>Column Name</i>	<i>Data Type</i>	<i>Data Length</i>	<i>Source</i>	<i>Description of Columns</i>
Lastname_Primary_Name	String	40	DRE	For DRE_LICENSE_TYPE of "Corporation" this column contains the first 40 characters of the Corporation name. For all other DRE_LICENSE_TYPES this column contains the last name.
Firstname_Secondary_Name	String	40	DRE	For DRE_LICENSE_TYPE of "Corporation" this column contains the remainder of the Corporation name up to 40 characters. For all other DRE_LICENSE_TYPES this column contains the first name. Optional for DRE_LICENSE_TYPE of "Corporation". Required for all other DRE_LICENSE_TYPES.
Name_Suffix	String	5	DRE	The name suffix for persons. Examples: Jr, Sr, III.
Address_Line_1	String	40	DRE	The first 40 characters of the licensee's mailing address.
Address_Line_2	String	40	DRE	The remainder of the licensee's mailing address up to 40 characters. Optional.
City_Name	String	40	DRE	City name.
USPS_State_Code	String	2	DRE	The United States Postal Service abbreviation for the US state.
Zip_Code	String	9	DRE	The United States Postal Service ZIP Code for the mailing address.
DRE_License_ID	String	8	DRE	The License ID number assigned by the CA Department of Real Estate (DRE) for the person or corporation.
DRE_License_Type	String	25	DRE	The type of license issued by the CA Department of Real Estate.
DRE_License_Status	String	25	DRE	The status of the license issued by the DRE. "Licensed" means the licensee is authorized to perform acts for which a real estate license is required in California. Licensed salespersons must be affiliated with a responsible broker in order to perform acts for which a real estate license is required. Brokers/corporations must maintain a California main office address to perform acts for which a real estate license is required. Licensed NBA means the license is in a non-working status. The licensee may not perform acts for which a real estate license is required in California. Salesperson reference for NBA is equivalent to 'No Broker Affiliation' and the broker/corporation reference to NBA is equivalent to 'No Business (current main office) Address'.
DRE_Expiration_Date	Date		DRE	The date the DRE license will expire. NMLS Endorsements are valid only for the calendar year in which they are issued.
NMLS_ID	String	30	NMLS	The unique identifier assigned to a MLO by the Nationwide Mortgage Licensing System & Registry (NMLS).
NMLS_Endorsement_Type	String	50	NMLS	The type of endorsement license issued to the MLO by the California Department of Real Estate.

NMLS_Status	String	20	NMLS	The status of the NMLS Endorsement. "Approved" means the licensee has met all the SAFE Act requirements and is authorized to perform MLO activities. "Approved Inactive" means the licensee has met all the SAFE Act requirements, but is in a "non-working status" and does not have a sponsorship request approved in NMLS. Licensees whose MLO is in an approved-inactive status may not perform MLO activities.
NMLS_Entity_Type	String	20	NMLS	NMLS classifies persons or corporations into either entity type of either "INDIVIDUAL" or "COMPANY".
Sponsor_NMLS_ID	String	30	NMLS	The NMLS ID of the MLO's sponsor(s), when required and accepted, for the MLO. Optional.
Phone_Number	String	30	NMLS	The phone number provided by NMLS.
Sponsor_Name	String	81	NMLS	The NMLS name of the MLO's sponsor.
Contact_Name	String	102	NMLS	If a NMLS Entity Type of "COMPANY", then the contact is provided.

OTHER NOTES ABOUT MORTGAGE LOAN ORIGINATOR LICENSEE FILE

- This list includes only DRE Licensee's who have a DRE license status of "Licensed" or "Licensed NBA".
- This list includes only DRE Licensee's whose NMLS endorsement status is either "Approved" or "Approved Inactive".
- The NMLS classifies DRE Brokers that are working as a Sole Proprietorships to have an INDIVIDUAL endorsement and a COMPANY endorsement. Both will be of NMLS Endorsement Type "Real Estate Broker License". In the file there will be two rows for these MLOs; one with an NMLS_ENTITY_TYPE of "COMPANY" and one with an NMLS_ENTITY_TYPE of "INDIVIDUAL". Each will have a separate NMLS ID number assigned.
- DRE allows for licensee's to hold multiple "Officer" licenses. In this file for "Officer" licensee's the rows reported are only for those Officers who have an "Accepted" sponsorship for the corporation they are currently working for.
- The mailing address for the DRE_LICENSE_TYPE of "Officer" is the mailing address of the Corporation with which they are affiliated.
- In the table above the source column denotes where the data is derived. DRE denotes the data was provided from Department of Real Estate's database. NMLS denotes the data is from the NMLS database. The DRE data is valid from the time data request was run. The NMLS data can be up to 72 hours old.
- This data is only for MLOs who are licensed by the California Department of Real Estate and have an MLO endorsement license on NMLS by the California Department of Real Estate.
- All columns are required unless "Optional" is mentioned in the description above.
- The file presented is in Microsoft Excel format. (XLS).

For the most recent NMLS data, please go to the NMLS consumer access web site at: <http://www.nmlsconsumeraccess.org> (Use the NMLS ID or Sponsor NMLS ID for the most current information.)